



# CITY OF WINTER GARDEN

---

## CITY COMMISSION BUDGET WORKSHOP AND REGULAR MEETING MINUTES

August 26, 2021

A **BUDGET WORKSHOP AND REGULAR MEETING** of the Winter Garden City Commission was called to order by Mayor Rees at 6:30 p.m. at City Hall, 300 West Plant Street, Winter Garden, Florida. An Opening Invocation and Pledge of Allegiance given.

**Present:** Mayor John Rees and Commissioners  
Lisa L. Bennett – District 1 Ron Mueller – District 2 Colin Sharman – District 4  
**Absent:** Commissioner Mark A. Maciel – District 3

**Also Present:** City Manager Mike Bollhoefer, City Attorney A. Kurt Ardaman, City Clerk Angee Grimmage, Assistant City Manager of Administrative Services Frank Gilbert, Assistant City Manager of Public Services Jon Williams, Community Development Director Stephen Pash, Economic Development Director Tanja Gerhartz, Finance Director Laura Zielonka, Fire Chief Jose P. Gainza, Jr., Information Technology Director Chad Morrill and Police Chief Stephen Graham

### BUDGET WORKSHOP

#### 1. **BUDGET WORKSHOP: FISCAL YEAR 2021/2022**

A budget workshop and PowerPoint presentation highlighting some budgeted items were given by Finance Director Zielonka, Assistant City Manager of Administrative Services Gilbert, Assistant City Manager of Public Services Williams and City Manager Bollhoefer (See attached – **Exhibit A**). The presentation highlighted the proposed budget for fiscal year 2021/2022. Ms. Zielonka pointed out that this presentation is an overview of the budget and no decisions were required at this meeting. Ms. Zielonka highlighted some of the City's proposed revenues and expenditures. Assistant City Manager of Administrative Services Gilbert was then recognized to present highlights of the City's administrative services. He spoke of employees, current positions and employment strategies in order to remain competitive in the local market. Assistant City Manager of Public Services Williams followed by presenting highlights of major initiatives for the City's public services. He addressed areas in the category of the general fund division which included the cemetery, streets, local option gas tax and services such as water, wastewater, collections and distribution, solid waste and stormwater. He also addressed the enterprise funds reflective for those same areas. City Manager Bollhoefer informed of the benefits of leasing solid waste vehicles in lieu of purchasing them due to costs of repairing newer trucks and increased down time for vehicles after three years.

City Manager Bollhoefer addressed other items with a budget summary, covering items such as staffing at Tucker Ranch, shortages in labor and materials for projects, Dillard Street project, East Winter Garden redevelopment, extending the Community Redevelopment Agency (CRA 10 years), and Parks and Recreation events. Also highlighted was the business

success of the downtown. Mr. Bollhoefer noted a survey, which placed the City of Winter Garden as number one in the nation for the vibrancy of its downtown.

There was discussion on the number of employees for the City of Winter Garden being much lower in comparison to other cities.

Mayor Rees requested that a copy of the presentation be provided to the City Commission for review. He also requested that the City Commission submit their questions to the City Manager so that all questions could be compiled and addressed. He commended staff for doing a good job with the budget and presentation.

## REGULAR MEETING

### 2. APPROVAL OF MINUTES

- A. **Motion by Commissioner Mueller to approve special meeting minutes of August 2, 2021 as submitted. Seconded by Commissioner Sharman and carried unanimously 4-0.**
- B. **Motion by Commissioner Mueller to approve regular meeting minutes of August 12, 2021 as submitted. Seconded by Commissioner Sharman and carried unanimously 4-0.**

### 3. PRESENTATION

- A. A Lakeview Reserve Drainage Improvement presentation was given by Assistant City Manager of Public Services Williams who stated that the project is a priority for the City. He noted that the community and its infrastructure are 20 years old. He described the condition of the infrastructure, displayed the condition and issues it causes and noted the rehabilitation plan. He described the project cost of \$2.1 million, a split of funding between the HOA, Special Assessment and City contribution. He spoke of the stormwater and the existence of a public benefit as required by ordinance. He described the proposed project, and its projected completion once the project is started.

City Manager Bollhoefer noted that this would be brought back to the City Commission with final bids and contracts as this is all based on estimates. He shared some history, noted similar projects and addressed assistance to HOAs, who do not have the funds to do this themselves. Discussion ensued and there was recognition of the HOAs support and clarification of a fall timeline.

**Motion by Commissioner Mueller to approve a final being brought back to the City Commission for consideration regarding the Lakeview Reserve Drainage improvement as presented by Assistant City Manager of Public Services Williams. Seconded by Commissioner Bennett and carried unanimously 4-0.**

4. **REGULAR BUSINESS**

A. **Recommendation to approve agreement between School Board of Orange County, Florida and City of Winter Garden for School Resource Officer Program**

Police Chief Graham stated that negotiations with the School Board have not been fruitful, but it is anticipated that the parties could come to an agreement within the next year. He requested that the contract be extended for one year in anticipation of such possible agreement. Staff recommends approval.

Mayor Rees inquired as to the agreement being the same as last year. Police Chief Graham responded yes, however, there is the coverage of one additional school at a cost of \$50,000. There was discussion on the name of the school as being called Esteem Academy, its location was described. Discussed ensued on 50/50 being the goal of meeting the cost of School Resource Officers. Police Chief Graham noted that this is not only an effort for the City of Winter Garden, but for other municipalities and the Sheriff's Office to try to get the School Board to cover more of the costs for the officers.

**Motion by Commissioner Sharman to approve agreement between School Board of Orange County, Florida and City of Winter Garden for School Resource Officer Program. Seconded by Commissioner Bennett and carried unanimously 4-0.**

B. **Recommendation to allow City Manager approve proposal from HDLA for Design and Construction Services for the Tucker Ranch Wellness Park in the amount of \$1,010,530**

Parks and Recreation Director Coar informed of the readiness to start construction on the Tucker Ranch Wellness park. She noted that the firm chosen is one of four approved through a Request for Qualifications (RFQ) for services; noting fees and schedules as per those agreements.

**Motion by Commissioner Sharman to allow the City Manager approve proposal from HDLA for Design and Construction Services for the Tucker Ranch Wellness Park in the amount of \$1,010,530. Seconded by Commissioner Mueller and carried unanimously 4-0.**

C. **Recommendation to approve SPECIAL EVENT – Garden Community Choir Wine Walk January 6, 2022 - 5:30 p.m. to 9:30 p.m., subject to conditions**

Community Development Director Pash stated that this is a request of the Garden Community Choir to have their annual wine walk, although it was cancelled last year. He noted that the event is scheduled for 4:00 p.m. to 10:00 p.m. allotting time for registration. He described some event activities, location of the restricted areas for wine and alcohol to the inside of those businesses. Staff recommends approval.

**Motion by Commissioner Bennett to approve SPECIAL EVENT – Garden Community Choir – Wine Walk – January 6, 2022 - 5:30 p.m. to 9:30 p.m., subject to conditions. Seconded by Commissioner Sharman and carried unanimously 4-0.**

- D. Recommendation to approve SPECIAL EVENT – City of Winter Garden – Heritage and Music Festival – November 6, 2021 – 11:00 a.m. to 4:00 p.m. with street closure  
Community Development Director Pash stated that this is a City-sponsored event which has spread to multiple locations this year. He described the times, event activities and their locations. He noted that it is being coordinated with the Masonic Lodge, which is the next item on the agenda for their Fall Festival. He also spoke a Harvest Fest that would be held at the Farmer’s Market that same day. Staff recommends approval.

It was noted that the event time of 8:00 a.m. to 10 p.m. is for the overall event, which includes setup and cleanup.

Mayor Rees inquired and there was confirmation by Mr. Pash, that kid-friendly or family-friendly music does not imply that there might be other type music played in the downtown area.

*(Items 4.D and 4.E were approved together at this point in the meeting)*

- E. Recommendation to approve SPECIAL EVENT – Masonic Lodge – Fall Festival –November 6, 2021 - 11:00 a.m. to 4:00 p.m., subject to conditions  
**Motion by Commissioner Mueller to approve SPECIAL EVENT – City of Winter Garden – Heritage and Music Festival AND Masonic Lodge – Fall Festival – November 6, 2021 - 8:00 a.m. to 10:00 p.m., subject to conditions. Seconded by Commissioner Sharman and carried unanimously 4-0.**

- F. Recommendation to approve SPECIAL EVENT – Winter Garden Rotary – Charity Poker Tournament – October 1, 2021 - 2:00 p.m. to 11:30 p.m., subject to conditions  
Community Development Director Pash stated that the Winter Garden Rotary is again requesting to hold their charity event at Tanner Hall on October 1, 2021, from 2:00 p.m. to 11:30 p.m. He described that it would be the same as years past, with the sale of beer and wine inside and live music. Staff recommends approval of the event, with the understanding that should there be any COVID-19 health related issues, the event would be postponed and rescheduled. He also noted that it would be limited to 125 attendees.

**Motion by Commissioner Bennett to approve SPECIAL EVENT – Winter Garden Rotary Charity Poker Tournament, October 1, 2021 from 2:00 p.m. to 11:30 p.m., subject to conditions. Seconded by Commissioner Sharman and carried unanimously 4-0.**

## 5. **MATTERS FROM PUBLIC**

Mayor Rees opened the public hearing.

Norine Dworkin, Editor of VoxPopuli, inquired if there would be a reappearance of the signs in the downtown area, encouraging that the public mask up in indoor areas. City Manager Bollhoefer responded that no decision had been made at this time. He noted that the issue has been discussed, debated and periodically reviewed. He expressed that everyone is aware of the risks and there are limits with mandates and State law. There was discussion on thresholds that would warrant signs, levels considered catastrophic and how the issue is subjective. City Manager Bollhoefer noted that this issue is reviewed weekly.

Mayor Rees, after hearing and seeing no additional requests for comment, closed the public hearing.

## 6. **MATTERS FROM CITY ATTORNEY**

### A. Districing Commission

City Attorney Ardaman addressed matters of the Districing Commission; reminding the City Commission of the requirement for them to individually appoint a representative from their districts. The appointments to the Districing Commission are as follows:

District 1 – John Murphy	District 3 – Myron Brown	District 5 – Derek Blakeslee
District 2 – Steven Dolgin	District 4 – Selenia Roldan	

There was discussion on the timeline for the Districing Commission. City Attorney Ardaman gave a briefing on the creation and legal requirements of the Districing Commission.

City Attorney Ardaman described the requirements of the report the Districing Committee is to submit to the City Commission. He noted that it is to contain a map of the proposed districts in the form of the proposed ordinance and submitted to the City Commission who would also require opening public comments.

There was discussion that the Districing Commission's first meeting would be considered as the date of its creation.

**Motion by Commissioner Sharman that the Districing Commission shall be deemed created upon its first meeting. Seconded by Commissioner Mueller and carried unanimously 4-0.**

## 7. **MATTERS FROM CITY MANAGER**

### Request to lower speed limit on Marsh Road to 25 miles per hour

City Manager Bollhoefer addressed results of a comprehensive traffic study conducted by Traffic Engineer, Tony Luke of Eltech. He noted that the study regarding Marsh Road had

been distributed. He highlighted key details of the study, such as the road being mostly used by heavy vehicles, speeds exceeding the speed limit and areas not used as they are deemed dangerous by pedestrians and bicycle riders. He said recommendations based on the study would suggest lowering the speed limit to 30 or 25 miles per hour. It is thought that 25 miles per hour is the better choice in thinking that people tend to drive five miles over the posted speed limit. He noted funding in the budget to begin traffic calming methods. He spoke of the installations of roundabouts, removal of turn lanes, installation of crosswalks, and efforts to narrow the roads. He noted that these efforts would start next year. Mr. Bollhoefer noted discussions with Mayor Rees regarding this road being once a rural road, but now having residential on both sides, thus the recommendation of 25 miles per hour. He addressed the issue of speeding being the number one complaint in the City of Winter Garden as well as Orange County as noted by Sheriff Mina.

Commissioner Sharman noted that there were some in attendance that would like to address this item and Mayor Rees opened a public hearing.

Ombeline Picquet, 16798 Sanctuary Drive, Winter Garden, Florida, thanked the City for all the work done on this project to date. She noted that she was speaking on behalf of the residents from Hickory Hammock, Twinwaters, Sanctuary at Twin Waters and Waterside. She spoke of the positive impact this has had since the increased police presence, meetings with City Manager Bollhoefer and Commissioner Sharman and monthly updates. She reiterated that this has made a huge impact and she is looking forward to the continued efforts.

Mayor Rees, after hearing and seeing no additional requests for public comment, closed the public hearing.

**Motion by Commissioner Sharman to adopt setting the speed limit at 25 miles per hour for Marsh Road as per the safety study and City Manager recommendations. Seconded by Commissioner Bennett and carried unanimously 4-0.**

- Garden Music Store Event  
City Manager Bollhoefer stated that the Garden Music Store requested permission to hold a special event on September 25, 2021 from 6:30 p.m. to 8:30 p.m., with a partial closure of Joiner Street.

**Motion by Commissioner Bennett to approve special event by the Garden Music Store on September 25, 2021 from 6:30 p.m. to 8:30 p.m., with a partial closure of Joiner Street. Seconded by Commissioner Sharman and carried unanimously 4-0.**

## 8. **MATTERS FROM MAYOR AND COMMISSIONERS**

**Commissioner Sharman** thanked everyone for their assistance with issues regarding the District 4 residents.

